

State Interagency Coordinating Council

Meeting Minutes

Wednesday, October 28, 2009

St. Luke's Community Health Education Center
3333 Squalicum Parkway
Bellingham, WA 98225

Attendance:

Members

Sheila Ammons, Office of the Superintendent of Public Instruction
Jane Campbell, King County DD County Human Services
Molly Chavez, Washington Migrant Council
Charles Cowan, MD, Service Provider Physician
Commander Victoria Crescenzi, MD, Military
René Denman, Parent
Steven Finch, Service Provider, School District
Kathy Fortner, Service Provider, Neurodevelopmental Center
Amy Kocher, Parent
Dennis Mathews, Service Provider, Education
Susan Ray (Maria Nardella), Department of Health
Diane Patterson, Service Provider, Public Health
Bonnie Sandahl, SICC Chair
Kristine Slentz, Personnel Preparation, Higher Education
Janet Spybrook, Personnel Preparation
Tiffany Wheeler-Thompson, Parent
Dawn Williams, Head Start Agency
Dani Wykes, Parent

Members Unable to Attend

Representative Mary Lou Dickerson, Legislature
Melinda Dyer, OSPI/Education of Homeless Children and Youth
Sarah Fader, Parent
Alan Garrels, Department of Services for the Blind
Marijean Holland, Office of Insurance Commissioner
Christine Johnson, Service Provider, Head Start
Lisa LaRue, Department of Early Learning, Child Care
Michael Luque, DSHS/Children's Administration (Foster Care)
Robin McIlvaine, DSHS/Children's Mental Health
Marie Preftes Arenz, Parent
Sharon Reddick, DSHS/Health and Recovery Services Administration (Medicaid)
Linda Rolfe, DDD Director, DSHS/Lead Agency

Others Attending

Angie Ahn-Lee, Snohomish County ITEIP
Leilani Dela Cruz, King County Division of Developmental Disabilities
Lisa Greenwald, Kinderling Center
Debbie Jackson, Washington PAVE, Parent Participation Assistant
Cassie Johnston, Washington PAVE, Parent Participation Coordinator
Ella McMillin, ADSA, Division of Developmental Disabilities-Everett
Janie Nelson-Clark, Concerned Citizens
Philip Olson, Progress Center
Robbie Rohr, Wonderland Development Center
Brian Sarensen, Pierce County Human Services
Mike Stewart, Boyer Children's Clinic
Dr. Kathy TeKolste, NW Medical Home
Candy Watkins, A Step Ahead
Jan Wrathall, King County Division of Developmental Disabilities

Infant Toddler Early Intervention Program Staff Who Participated

Karen Walker, Acting Program Director
Kathy Blodgett, Program Consultant
Wayne Vrona, Program Consultant
Linda Jennings, Program Support

BUSINESS MEETING

I. Introductions/Announcements:

Chair Bonnie Sandahl called the meeting to order. She asked the Council to make introductions. Introductions were also made of the visitors attending.

Motion: A motion was made to approve the July 22, 2009 minutes. The motion was seconded and passed.

Motion: A motion was made to accept the October 28, 2009 agenda. The motion was seconded and passed.

Motion: A motion was made to accept the proposed 2010 SICC Meeting Schedule. The motion was seconded and passed.

Champions Award to Cassie Johnston

Cecile Lindquist spoke regarding the Molina Healthcare Community Champions Award. The Molina Award, created in 2006, honors individuals and support agencies that inspire others through selflessness and contributions that positively affect the health and well-being of others. For the past 15 years, Cassie has been the parent state coordinator on behalf of children and families, and is currently the parent participation coordinator for ITEIP. Cassie has worked on

numerous pieces of legislation in Washington to assist infants and toddlers with disabilities and their families. In 1992, WEECARE established the County ICCs. In 2007, Cassie assisted with legislation to get school districts on board.

Cassie thanked the ITEIP program for their support of her work and for the opportunities given her for training and learning.

II. Conversations with Families

Cassie Johnston gave a brief description of last night's activities at Conversations with Families. She discussed the questions that are asked of each group and the strategies given. Cassie also thanked the Local Lead Agency who helped to get families to attend, assisted with dinner preparations and set up childcare for families who attended.

It was noted by the families who attended that referrals are good in this area and there is good emotional support from FRCs, coaching models, etc. The concerns expressed were the shortage of personnel and unavailability of therapists. The families who attended loved baby play groups. No new issues were presented; most of concerns expressed are what has been heard in past meetings.

Several SICC members attended Conversations with Families and gave their comments and perspectives of the families they sat with:

- Loved having a center to attend to receive services
- Enjoyed the routine
- Children enjoyed visiting center
- Some recent readjustment of schedules made it a little more difficult for families
- FRCs were really together
- Physicians in touch with FRCs and positive
- FRCs able to give them all info needed on services available in community

III. Strategic Planning Follow-Up

Council discussion.

The top ten issues/items for strategic planning were prioritized at the July SICC meeting. Today's follow-up would give the Council an opportunity to discuss how to use these top ten issues/items for agenda setting for 2010 meetings.

There was discussion of various issues. Since it has not yet been determined that ITEIP will be moving to the Department of Early Learning, some issues cannot be resolved.

The purpose for identifying priorities was so the Council could identify one or two topics/issues that they would like to become very well informed on and delve into deeply. Karen asked the

Council what topics they would like to have for full discussion of the issues over the next one to two years.

Through more discussion, the Council determined that standardization of services would encompass several topics listed;

- How to define
- Are standards followed statewide
- The inconsistency in the level of service statewide
- What constitutes a basic level of services
- Availability of staffing

Motion: We move that the SICC undertake a strategic investigation and produce a report documenting current variability in identification, evaluation, and IFSP services for children aged birth to three with developmental delays, including: a) identification of causal factors for the variability, and b) recommendations for achieving an equitable, individualized, evidence-based system of early intervention services.

The motion was seconded and passed.

IV. Department of Early Learning

Cecile Lindquist, Co-Chair, Public Policy Committee

The Public Policy Committee was charged with developing a report on the move for ITEIP from Department of Social and Health Services to Department of Early Learning. The Committee recommendation was sent to all Council members prior to the meeting for review and discussion.

Cecile led the Council in a discussion of the Public Policy Committee's recommendation. After much discussion, it was determined that there would be some minor changes to the recommendation:

- Challenge #4 was also added to the recommendations as #7
- Wording change to recommendation #4 to read: Explore the feasibility of allocation of public funds in a manner that is equitable, efficient, and aligned with the state Part C plan. And does no harm to existing community services and partnerships (e.g. included but not limited to DDD, Medicaid and school district funding).

Motion: A motion was made to accept the Public Policy Recommendations as corrected. The motion was seconded and passed.

It was noted that the issue still exists that school districts are taking much larger administrative rates than is recommended by Office of the Superintendent of Public Instruction. The Council determined that more discussion is needed, and that it be done so that conversations are not jeopardized at the local levels. The Council asked that Sheila Ammons bring information to the January SICC meeting that will help to explain school district indirect rates.

Jane Campbell noted that the Association of County Human Services (ACHS) has concerns regarding the time spent determining DDD eligibility and the dysfunction created by the many funding silos. At their last meeting, the ACHS drafted a letter that was sent to Bonnie Sandahl, SICC Chair, and Karen Walker, ITEIP Acting Director. In the letter, the ACHS expressed their full support in the development of a coordinated system, however they felt that all funding partners should be involved in discussions of system funding and they have a concern over the loss of local control of funding. The letter was received too late to forward to Council members for discussion at the October meeting. Council members will receive a copy of the letter with their information packets, prior to the January SICC meeting.

One other item Cecile brought up was the Early Learning Advisory Council (ELAC). This Council advises the Department of Early Learning and has a position on the Council available for an early intervention representative or ITEIP staff. Karen asked the SICC to bring a recommendation to the January SICC meeting for a representative to the Early Learning Advisory Council.

As a final comment, Cecile noted that Representative Dickerson is interested in the SICC discussion today. Rep. Dickerson was hopeful that the SICC would approve the Public Policy recommendation, as she would like to present it as a bill in the upcoming session. Originally, it was thought that the ITEIP move from the Department of Social and Health Services to Department of Early Learning could be done with an Executive Order, however it has been determined that there is too much old law and language. It will be cleaner to introduce the move as a bill.

V. ARRA Funds – Draft Budget

Karen Walker reminded the Council that the period of time to use the ARRA funds is brief. It must be obligated by September 30, 2011 and liquidated by December 31, 2011. ITEIP has received an additional \$1.2M in additional ARRA funding from set aside monies for special projects that went unused. ITEIP is hiring addition staff to assist with ARRA work.

Earlier this year, the Data Committee recommended building a new Data Management System using new technology and new language to create a more efficient and effective system. Bob Morris, the ARRA Data Management Consultant, gave the Council a brief overview of the new system. There will be some preliminary discussions between ITEIP and Department of Early Learning, so the new system will be able to share data for common purposes.

Richard Sanders will be reinitiating conversation with Office of the Superintendent of Public Instruction for using the integrator with ITEIP data. This will allow longitudinal studies.

The ARRA funds are to be used to build capacity – to ensure that LLAs/FRCs/Providers have the best computer equipment available to utilize the expanded/enhanced features of the new Data

Management System. Appropriate staff must be involved in training. Funds must be set aside to ensure funding is available for travel to trainings/conferences/workshops, etc.

ITEIP plans to use some of the ARRA funding to:

- Strengthen the FRC training
- Direct more resources to Autism Training
- Enhancing parent participation and support opportunities
- Sensory disabilities training
- Rethink our statewide system
- Transition

The Funding Committee recently met by conference call, but was unable to reach consensus on the allocation to LLAs. They will meet again on November 2nd.

Karen expressed her thanks to staff and the Funding Committee for their hard work in putting the ARRA budget together.

VI. Committee Reports

Data Committee, Kathy Fortner

The Data Committee met on two occasions and discussed three options for the Data Management System. After discussion, the Committee agreed that a new custom system is the best option.

Recommendation: While ARRA funds are available for DMS improvements or replacement, the Data Committee recommends ITEIP move forward with the plan to replace the current DMS by building a new custom system.

Family Leadership and Involvement Committee (FLIC), Rene' Denman

The Committee has elected two new co-chairs, Tiffany Wheeler-Thompson and Amy Kocher

Funding Committee, Steve Finch

Have another Conference Call planned for Monday, November 2nd to determine ARRA funding allocations for LLAs.

Personnel and Training Committee, No Chair

Kris Slentz has resigned from committee. The Committee is currently seeking a new Chair. The primary mission for this committee is to bring together a higher ed focus on technical assistance.

Public Policy Committee, Cecile Lindquist

HIGHLIGHTS:

- The Committee worked on the report/recommendation voted on by SICC to move ITEIP to the Department of Early Learning (DEL).

- Legislative Day – the committee is working hard to get family's to attend. It makes a huge difference when parents are there to speak to the legislators. ECDAW will be assisting with gathering families. Date not yet set. Notice will be sent to Council when date is confirmed.

VII. ITEIP Update

HIGHLIGHTS:

- OSEP Verification Visit – Visited ITEIP in September. Have not yet received their letter/report.
 - CrEAG (Critical Elements Analysis Guide) – These documents were completed prior to the OSEP visit with multiple phone calls. Thanks to FLIC members who came and met with team members.
 - OSEP Survey – thanks to all who took the time to complete
- ARRA – very time intensive. Multiple trainings were required. Extensive monitoring and reporting.
- Department of Early Learning – Karen is participating in a DEL Advisory Group developing an early learning plan.
- Data gathering from LLAs is ongoing. Data pulled will now be reviewed prior to inclusion in the federal report.
- New LLA report – This report allows LLAs to drill down into their compliance data, so the noncompliance data can be defined. It will show where/when the non-compliance occurred so the data can be corrected and updated. This ensures reliable data reporting in the federal report.
- Kris Slentz and Kellie Horne will be providing training during the mornings at the Local Lead Agency meetings in November.
- ESD 112 holds the contract to complete the Starting Line Newsletter each quarter. A difference county is highlighted in each issue. Kitsap County is in the current issue.
- We are still waiting for proposed Part C regulations. Current regulations are from 1997, however, we are expected to make program changes based on the law – which was 2004. ITEIP is required to produce technical assistance documents to the field. Currently, we are developing Practice Guides on topics of interest.

VIII. Emerging Issues/Other Topics

For the January SICC meeting:

- Kathy Fortner, Data Committee Chair, will work with the Public Policy Committee to bring a recommendation to the SICC.
- Discuss Association of County Human Services Letter
- Progress on ITEIP move to Department of Early Learning
- School District Indirect Rates - Discussion

- Recommendation for position on Early Learning Advisory Council (DEL)
- APR and Data
- Focus Topic: Standardization of Services

Meeting adjourned.

Legislative Reception

January 20, 2010, 5-8 p.m.

Columbia Room (no food provided)

Next SICCC Meeting Date:

Thursday, January 21, 2010

8:30 a.m. – 3:30 p.m. with a working lunch

Thurston County Fairgrounds

Expo Center – C

3054 Carpenter Road SE

Olympia, WA 98503

360-786-5453